

**Consulting Services Agreement
 PTSF / GTC Pilot Part III Proposal**

Project Overview:

The Georgia Trauma Care Network Commission (“GTC”) is engaging the Pennsylvania Trauma Systems Foundation (“PTSF”) to provide consulting services to certain trauma centers located in Georgia (“Participants”) and to the GTC. Services will include revisiting no more than five trauma centers, which were originally visited in 2022, and will be referred to as “PTSF/GTC Phase 3”. These visits will result in PTSF providing each Participant with a report assessing progress from the previous visit. PTSF will provide a high-level aggregate summary to the GTC.

Project Scope/Deliverables:

PTSF will provide services to the GTC that include the following:

1. Develop, provide, and execute agreements between the PTSF, GTC, and Participants.
2. Develop and implement pre-visit components:
 - a. Develop and implement pre-visit platforms to sustain supporting documentation.
 - b. Develop and implement pre-visit questionnaire to include trauma program summary, action plan status, and loop-closure demonstration on approximately six topics.
 - i. Volume and content of action plans will be customized to each hospital based on the 2022 report, to include a combination of PTSF and Participant requested topics. For example, PTSF will select three topics, and the Participant will select three topics. Presentations to include cases, selected by the Participant, to demonstrate action plan implementation and/or loop-closure.
 - c. Develop and provide pre-visit virtual education related to platform and questionnaire utilization, visit expectations, and logistics.
 - d. Complete review of questionnaire and supporting documents prior to visit including initial analysis and recommendations.
3. Arrange and conduct visits for up to five trauma centers: Effingham Health System, Emmanuel Medical Center, Memorial Health Meadows Hospital, and Atrium Health Polk Medical Center
 - a. Coordinate pre-survey scheduling
 - b. Develop and implement a one-day, 4.5-hour on-site visit: example

Time	Activity
0745	Team arrival; Meet and Greet
0800	Hospital Overview Presentation
0830	Action Plan Progress and Case Presentations
1130	Lunch (private)
1200	Closing Meeting with Leadership
1230	Depart

- c. Organize a two-member consultative team to conduct a visit

- i. One Physician
 - ii. One Registered Nurse (PTSF Staff)
 - d. Coordinate all travel logistics
4. Draft and complete hospital report
 - a. Develop and implement template for visit summary to include
 - i. Overview
 - ii. Action plan assessment and recommendations
5. Draft and complete the GTC summary report
 - a. Aggregate findings

Timeline of Deliverables

- January 2025: Execute contracts and confirm visit dates
- February 2025: Develop resources and communicate logistics
- March - April 2025: Provide education
- May 2025: Hospital pre-visit submission due
- June 2025: Complete visits
- July 2025: Reports completed within 30 days of visit

Fee Schedule

The contract fee total includes up to 5 hospitals: \$75,000.00

- 1st Payment of \$25,000.00 due February 1, 2025
- 2nd Payment of \$25,000.00 due April 1, 2025
- 3rd payment of \$25,000.00 due July 1, 2025